



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

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DAVID E. JANSSEN  
Chief Administrative Officer

Board of Supervisors  
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Fifth District

March 25, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**EXTENSION OF NETWORK TELEVISION TIME, INC. CONTRACT (ALL DISTRICTS )  
(3 VOTES )**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Approve and instruct the Chair to sign an Amendment Number Four to Agreement Number 68014 (Attachment A) with Network Television Time, Inc. to extend the term of the Agreement for six months, from April 17, 2003 to October 17, 2003 to provide the County with production services for the televised hearings and meetings of the Board of Supervisors; and to authorize the Chief Administrative Office to extend the contract on a month-to-month basis, for up to six additional months if necessary.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The current contract with Network Television Time, Inc. (NTT) expires on April 17, 2003. An extension of the contract is necessary to allow the Chief Administrative Office to complete the Request for Proposal process to select a vendor to continue providing production services for televising meetings of the Board of Supervisors and related services.

The Board on October 1, 2002 voted to extend the NTT contract for six months to allow NTT to provide the technical assistance to implement a video-transcript project so that a transcript and corresponding video segments of Board meetings will appear on the County's website within 24 hours of the conclusion of a meeting. That project was a complicated undertaking, and the first video-transcript was not published to the website until March 14, 2003. It will take several months of usage to determine if any adjustments are needed.

Additionally, the expertise of NTT, which has telecast the Board meetings since 1995, is needed to convert the present County broadcast operation to a digital system over the next several months. This conversion is necessary due to a Federal Communication Commission mandate.

Providing a six-to-twelve month extension of NTT's contract will allow the CAO to complete the RFP process while working with NTT to make any necessary modifications to the video-transcript project and convert the broadcast system to a digital operation.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The recommended action is consistent with the principles of the Countywide Strategic Plan Goals of Service Excellence. The recommended action will enable the County to have sufficient time to evaluate the effectiveness of the new video-transcript project and update its broadcast system, which will further improve public participation in Board meetings.

### **FISCAL IMPACT/FINANCING**

The funding for the current Agreement and the digital upgrade is included in the Cable Television Franchise budget. NTT has agreed to extend the Agreement at the same rate it currently charges.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

As discussed above, we have just implemented the new video-transcript project that was approved by the Board on August 27, 2002. The extension of NTT's contract will allow sufficient time to properly evaluate the project's effectiveness. Additionally, NTT's expertise is needed to upgrade the County's broadcast system to a digital operation. The County also needs time to undertake the solicitation process before entering into a new long-term contract.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The County will continue to receive services provided by NTT under its Agreement. It will also benefit from NTT's expertise in upgrading its broadcast system and implementing its video-transcript project.

Honorable Board of Supervisors  
March 25, 2002  
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**CONCLUSION**

Upon approval and execution by the Board of Supervisors, it is requested that the Executive Officer-Clerk of the Board send an adopted copy of the Board Letter and Amendment Number Four to Agreement Number 68014 to: Bruce Arditte, Network Television Time, Inc., The Water Garden, 1620 26<sup>th</sup> Street, Third Floor, South Tower, Santa Monica, CA 90404, and to forward conformed copies to the Office of the County Counsel and the Chief Administrative Office, Attn: Director of Public Affairs.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David E. Janssen", written over a horizontal line.

DAVID E. JANSSEN  
Chief Administrative Officer

DEJ:GK  
JAH:vbp

Attachment

c: County Counsel  
Executive Office

**Amendment Number Four to Agreement Number 68014 for the Production  
of Televised Board Meetings**

This Amendment Number Four to Agreement Number 68014 is made and entered into  
this \_\_\_\_\_ day of \_\_\_\_\_ 2003,

BY AND BETWEEN

COUNTY OF LOS ANGELES, a body corporate  
and politic, hereafter ("County")

AND

NETWORK TELEVISION TIME, INC., hereafter  
("Contractor").

WHEREAS, on February 7, 1995, the County and Contractor entered into Agreement  
Number 68014 to provide the County with production services for the videotaping of hearings  
and meetings of the Board of Supervisors of the County ("Board");

WHEREAS, on March 12, 2002, the County and Contractor entered into an Amendment  
to Agreement Number 68014 to extend the terms of the Agreement from April 17, 2002 to  
October 17, 2002;

WHEREAS, on October 1, 2002, the County and Contractor entered into an Amendment  
Number Two to Agreement Number 68014 to extend the terms of the Agreement from  
October 17, 2002 to April 17, 2003;

WHEREAS, on February 10, 2003, the County and Contractor entered into an  
Amendment Number Three to Agreement Number 68014 to add additional services to be  
performed by Contractor under the Agreement; and

WHEREAS, the County continues to require the services of Contractor beyond April 17,  
2003.

NOW THEREFORE, in consideration of the mutual promises, covenants and conditions  
set forth herein, County and Contractor hereby agree to this Amendment Number Four to  
Agreement Number 68014 to extend the terms of the Agreement for six months, from April 17,  
2003 to October 17, 2003, and to authorize the Chief Administrative Officer, or his designee, to  
further extend the term of the Agreement, on a month-to-month basis, for up to six additional  
months if necessary.

6. TERM

The termination date of this Agreement is hereby extended for six months, from  
April 17, 2003 to October 17, 2003. The Chief Administrative Officer, or his designee, may

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further extend the term of the Agreement, on a month-to-month basis, for up to an additional six months.

In all other ways, Agreement Number 68014, Amendment to Agreement Number 68014, Amendment Number Two to Agreement Number 68014, and Amendment Number Three to Agreement Number 68014 remain in full force and effect.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Four to Agreement Number 68014 to be subscribed by its Chair and the seal of such Board to be hereto affixed and attested by the Executive Office thereof, and Contractor has caused this Amendment Number Four to be subscribed in its behalf by its duly authorized signatory this \_\_\_\_\_ day of \_\_\_\_\_ 2003.

## COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Chair, Board of Supervisors

## ATTEST:

VIOLET VARONA-LUKENS  
Executive Officer  
Board of Supervisors of the  
County of Los Angeles

By \_\_\_\_\_

NETWORK TELEVISION TIME, INC.

By: Bruce Arditte

Name: Bruce Arditte

Title: President

APPROVED AS TO FORM:  
LLOYD W. PELLMAN  
County Counsel

By \_\_\_\_\_  
Senior Deputy County Counsel